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Draft Minutes

May 27, 2010

A meeting of the Idaho Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field, Idaho Military Division, 4040 Guard St Boise ID 83705 Building 600 West Wing, Joint Conference Room, Basement. Chair Mark Lockwood called the meeting to order at 9:03 a.m. Attendees and guests introduced themselves. A quorum was present.

Members Present:

- Chair, R. Mark Lockwood, Idaho Chief's of Police Association
- Jay Christensen, Idaho Department of Corrections
- Jerry Goetz, Federal Law Enforcement
- Dean Hagerman, Idaho Military Division
- James Hammond, Idaho Senate
- Bryan Smith (proxy for Greg Laragan), Idaho Transportation Department
- Jerry Russell, Idaho State Police
- Brad Hufford (proxy for William Shawver), Idaho Bureau of Homeland Security
- Mark Wendelsdorf, Idaho Fire Chiefs Association

Members Not Present:

- Vice-Chair, Lorin Nielsen, Idaho Sheriffs Association
- Michael Candelaria, United States Department of Interior
- Dia Gainor, Idaho Department of Health and Welfare
- Marv Hagedorn, Idaho House of Representatives
- Jon Heggen, Idaho Department of Fish and Game
- Joe Young, Idaho Association of Counties

Others Present:

- Dodie Collier, Program Manager
- Nate Reed, Administrative Assistant
- Stacy Hyde, Bonneville Co. DIGB6
- Char Nelson, Blaine County
- Gene Ramsey, Blaine County
- Darby Weston, Ada County
- Mike Talbot, CCSO
- Russ Bundy, ACSO
- Melissa Gayhart, BHS
- Jay Christensen, IAOC
- Lorraine Elfering, Canyon County SO
- Todd Herrera, Canyon County SO

- Matt Howarth, Motorola
- Nicola Jansen, Ada County Sheriff's Office
- Rick Felt, EFJohnson

Welcome/Introductions

Mark Lockwood, SIEC Chair

Chair Lockwood, with the Council's permission, amended the agenda to include a report from Mike Sanders, the Chair for RPC Region 12.

Review & Approve February Minutes

Chair Lockwood asked for a review of February's minutes.

MOTION: To approve February 25, 2010 draft minutes, as amended. Mr. Hagerman moved, Mr. Wendelsdorf seconded. The vote was unanimous.

Bureau of Homeland Security (BHS) Update

Brad Hufford, filling in for Gen. Shawver, reported information regarding the PSIEC and IECGP grants.

Bonner County has chosen not to complete their project, or is unable to complete their project, and has chosen to return their funds. Funds totaled \$640,000. \$512,000 were federal funds, \$128,000 were state matching funds. There are some issues with the timing of this grant. It was already extended an additional year. The \$128,000 have been moved to another project to expend them before the end of the state fiscal year. The \$512,000 went to the next approved project from the SIEC list, which is SIRCOM.

Chair Lockwood provided some additional information concerning the Bonner County project. It was going to be used to develop Gold Mountain as a mountaintop site for communications. A contractor was sought, and found in late 2008, but the project would not be completed in time. Instead of losing the \$128,000, it went to other interoperable comms to be expended.

Mr. Hufford reported on the 2008 IECGP (Interoperable Emergency Communications Grant Program), which was designed to improve governance across the whole interoperable communications community. It expires September 31, 2010, and there are significant amounts of funds left to be expended. An extension will be sought.

Chair Lockwood reported that the Hell Hole project is moving forward on the Wyoming boarder, and are connecting the system in 700 with a trunk system. There will be connectivity into Wyoming from that. Wyoming and Colorado have put together some agreements to where they are going to tie their systems together. There are now multiple pathways to that interface to set up a multi-state regional system.

Spokane County in Washington has adopted and sought a bid to move to 700 MHz, and are going to partner with Idaho in the Kootenai County area. Brad Coughenour reported that Spokane and Kootenai will be working together on this project.

Federal Interoperable Communications Update

Jerry Goetz reported that the Department of Justice has 100 radio users in the State of Idaho. They are trying to purchase dual band radios, and that will make an additional 100 users that will access the 700 MHz system. Currently, there is no 700 MHz template that does what the Dept. of Justice needs it to do. A bid was sought from the State of Idaho to help develop the template. The FBI has twelve 700 MHz radios. The DEA, ATF, and U.S. Marshalls are all trying to buy dual band radios. The Dept. of Justice is going to complete a T1 line that runs on the State of Idaho's microwave and connects to the state of Utah's microwave.

Chair Lockwood asked Lorraine Elfering to talk on the operation Nampa Police had with the U.S. Marshalls.

Ms. Elfering reported that different agencies were able to work together and communicate with each other on the same system.

Update Post Annual Meeting

Mike Sanders, via phone bridge, reported on their annual meeting on May 12, in Idaho Falls. They had a discussion on the Region 12 allotments, which would be the statewide allotments. At that meeting, Nikki Jansen gave an update on the status of the network within the region. That showed that more than half of the population base is covered by the 700 network. At that meeting, Stacy Hyde gave some information on the Upper Valley's network. At that meeting, Lt. Todd Herrera gave a report on the repack of the spectrum that was done a couple of years ago. Mr. Sanders reported that it was a productive meeting.

2010 Projects – Operational Planning, Funding, Legislative

Chair Lockwood gave a presentation to the Council.

One of the biggest questions for the SIEC is what the next move should be. The SIEC has no real operational plan. Chair Lockwood put together some proposals concerning the development of an operational plan, and why one is needed.

Maintenance issues are going to become a big issue, and funding is an issue. Chair Lockwood recommended that the SIEC follow the CTA statewide assessment. The operational plan needs to outline maintenance and operation to the statewide system, along with definitions of what the system is and its components. The operational plan needs to look at a refresh rate timeline for upgrades and replacement of system components. The operational plan needs to identify current and future potential regional partners and their connectivity to those partners. The operational plan needs to recommend best practices and cost saving practices in order to provide users with the best possible uses of funding.

Chair Lockwood is going to assign the development of the operational plan to the technical subcommittee. The technical subcommittee is a very capable, solid group of people that have a lot of technical savvy, and they will have the CTA document to utilize. Chair Lockwood reported that he is hoping to have a first draft overview of the operational plan for presentation to the SIEC at the August 2010 meeting.

Current funding for projects and improvement for the statewide system have been provided by federal dollars, BHS funds, state funds, and local dollars. It is extremely critical that the SIEC develop an additional, sustainable funding source which can be used for interoperable communications in order to support the statewide system. Chair Lockwood recommends that the SIEC form a partnership with the Idaho BHS to start to research an answer to this problem.

The SIEC started as an executive order from the Governor's Office. It was put into legislation and came out in statute, placing it under the Division of Military. There is currently a sunset clause in the legislation on the SIEC. The SIEC needs to look at that and move forward with a plan or recommendation with what to do about the sunset clause. Chair Lockwood recommended that the Council look at getting that clause removed from legislation. Current legislation also includes membership to the Council and how members are appointed. That also needs to be looked at and expanded. Chair Lockwood has discussed these issues with Gen. Shawver.

The SIEC also needs to continue to look at and work with governance. Chair Lockwood recommended conferencing with the DIGBs through video or phone on the alternate months that the SIEC does not meet.

Col. Russell had a few questions about Chair Lockwood's presentation. As he saw it, there are two different components that were presented: an operational plan, and a business plan. Each plan has to be separate, but dependent on the other. Are there going to be two separate committees to draft each plan?

Chair Lockwood answered that, as he sees it, once the operational plan is developed and the Council gets a definition of where it's at, the Council will be able to start to model an effective business plan to support that operational plan.

Col. Russell had a concern that since the business plan is not done, and is something that needs to be developed, that the Council is running out of time to address funding issues. Col. Russell was also concerned with asking for funds before the business plan is put together.

Chair Lockwood agreed with Col. Russell, and asked if Col. Russell would be available to assist the Council in developing the business plan.

Col. Russell answered that if nominated, he would serve.

Col. Hagerman commented that he was recently up in Alaska for an exercise. He had the opportunity to talk with radio users, and one of their concerns was the federal funds that assisted them were going away. Col. Hagerman talked with them about the different ideas that were being discussed on how to continue to fund their system. If someone is nominated to chair a business plan for the SIEC, Col. Hagerman volunteered to work with that individual and share ideas that he heard up in Alaska, along with some of his own ideas.

Chair Lockwood requested and asked that Col. Russell chair the group to develop a business plan.

Col. Russell agreed to chair the committee to develop the business plan.

Governance Review

Dodie Collier gave a presentation to update the Council on what has been going with governance.

DIGB 1 has their charter adopted and their bylaws are currently in process. DIGB 2 has adopted both their charter and bylaws. DIGB 3 has both their charter and bylaws in process. DIGB 4 has their charter adopted, their bylaws in process, and are beginning their operational planning. DIGB 5 has their charter and bylaws in process. DIGB 6 has their charter and bylaws adopted, and are now in the process of developing operational SOPs. They are writing the SOPs in the context that they could serve as a template for other DIGBs.

The DIGBs are all meeting.

Other Business

No other business was brought before the Council.

Open Comment Period

Nikki Jansen commented that when the technical subcommittees start to look at developing operating procedures, if it be good to have at least one representative from each of the districts at those meetings so they understand the direction the Council is going. The district representatives will also have more insight to the particulars of their districts.

Chair Lockwood encouraged Ms. Jansen to forward that information to Vice-Chair Lorin Nielsen, who is the chair of the technical subcommittee.

Ms. Jansen had a follow up comment directed toward Mr. Hufford. She commented that currently they are working on the 2008 grant funding from the IECGP. What is going to be done with the money sitting in the 2009 and 2010?

Mr. Hufford answered that they can go back to the initial investment justifications and see what those next steps are.

Commissioner Tom Bowman from Blaine County commented that as the Council is deploying new systems throughout the state that require county partnerships, to please not include in a model that the counties have the ability to maintain the systems into the future. If the Idaho Association of Counties can be of any assistance with pushing forward, or helping with any legislation that secures permanent maintenance funding, they would be willing to help.

Todd Herrera commented that over the winter when Canyon County turned on their 700 radio system, there was some interference from the Ada County radio system. Those technical issues have been resolved, and it is a good example of interoperability.

Adjourn

MOTION: To adjourn. Col. Russell moved, Mr. Wendelsdorf seconded. The vote was unanimous. The meeting adjourned at 10:39 a.m.

Next Meeting – Thursday June 24, 2010 0900-1200 Hrs Location: Idaho Military Division Gowen Field 4040 Guard St Boise ID 83705 Building 600 West Wing - Joint Conference Room, Basement